



ARIZONA DEPARTMENT OF ECONOMIC SECURITY

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Jane Dee Hull
Governor

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Director

May 1, 2002

WORKFORCE INFORMATION MEMO #06-02

SUBJECT: Youth Mentoring and Funding Sources for Youth Services

On April 4, 2002, the staff of the U.S. Department of Labor's (USDOL) Office of Youth Services (OYS) met with state representatives throughout Region 6 to identify states' priorities related to training and technical assistance, and to determine how OYS could best use its resources to help states continuously improve performance. Arizona's Youth Services representatives, Nadine Talayumptewa and Pat Gregan, attended the April 4th meeting in Sacramento. Also, as you may be aware, the Workforce Development Administration held its annual Youth Services Conference April 17-18 in Sedona. Among the resources shared at these events were two documents that received a particularly enthusiastic response from those receiving them. Therefore, we felt these documents should be shared with all of our Local Workforce Investment Areas (LWIAs). Please find enclosed the following:

(1) WIA Mentoring Program - A Template

This packet of information provides examples of important forms related to developing mentoring agreements for youth participants. It includes all the necessary forms to document parental consent, mentor interviews, as well as a checklist to ascertain the completeness of a mentoring file. Most importantly, the enclosed packet offers all forms in English and in Spanish.

(2) Sources of Funding for Youth Services

This binder, prepared for the USDOL by the Leonard Resource Group, Inc. contains a wealth of information on sources for youth funds from a broad spectrum of institutions and foundations. Note: One (1) copy of this resource is being forwarded to the program directors for each LWIA. If additional copies are required, please go to the website for the Leonard Resource Group, circled on the enclosed sheet.

ACTION REQUIRED: We strongly recommend wide distribution of the enclosed documents to youth program administrators, case managers, and others within the One-Stop system involved in the provision of youth services.

If you have questions, please contact Ms. Pat Gregan, Planning and Program Development Manager at (602) 542-3957.

Sincerely,

Stan Flowers
Program Administrator (Actg)
Workforce Development Administration

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Enclosures (2)